

From: Daniel Miller

Sent: May 21, 2002

Subject: DCR linework on Basemapping Plans & review policies

Until further notification, the following has been the decision of Right of Way Plans Management, concerning the following 2 issues:

Unless specifically requested in the scope of work for a specific project, we will NOT be showing DCR or PA linework on Basemapping plans.

In regards to how thorough the reviewers are to be reviewing and marking up the surveys and R/W plans submittals, when checking the "minor items" - such as text font, text size, linestyles, etc. - we are intending to be as thorough as possible. When producing new projects in accordance with the new CADD standards, the criteria for these items are all spelled out, so it should not be a problem for the on-calls producing compliant sheets, especially as the CADD technicians of each on-call consulting firm gets more used to them. If a particular reviewer does not "catch" non-compliance on some of these minor items on a project, this does not imply that the variance from the standards is acceptable. So if the on-call consultant repeats those non-compliant items on their next project, and a different reviewer does comment on these items, the on-call is expected to make the corrections to be in compliance with the new CADD standards.